



The Commonwealth of Massachusetts
Executive Office of Public Safety and Security

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CHARLES D. BAKER
Governor

TERRENCE M. REIDY
Secretary

KARYN E. POLITO
Lt. Governor

MEETING MINUTES
RESTORATIVE JUSTICE ADVISORY COMMITTEE
The Annual Report Subcommittee

Date: October 7, 2021

Time: 10:00AM-11:00AM

Microsoft Teams Virtual Location: [Click here to join the meeting](#)

Or call in (audio only) [857-327-9245](tel:857-327-9245) Phone Conference ID: 993 578 757#

Agenda Items:

1. Call to Order

The meeting was called to order by Chairwoman Allison Cartwright at 10:08am.

		Video/Call	Absent
1	Chair- Allison Cartwright	X	
2	Kara Hayes	X	
3	Strong Oak Lefebvre	X	
4	Susan Jeghelian	X	

EOPSS Staff: Arielle Mullaney and Anjeza Xhemollari

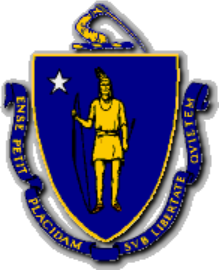
Others in attendance: Brenda Nolan and Jill Fagerberg

2. Welcome and Introduction

Chairwoman welcomed all subcommittee members and attendance was taken. Chairwoman indicated that she had a hard stop at 10:50am.

3. Review of Board Membership and Discuss our charge

Subcommittee members talked about the membership of the board, the pending vacancies, and the need to request additional non-voting members to the committee. The Chairwoman thanked Kara Hayes for drafting last year's annual report and talked about topics that she wanted to include in the 2021 annual report. The format of the report will be consistent as last year and follow similar structure.



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4. Review of prior meeting minutes and ongoing work by RJAC

In general, members talked about the ongoing work of RJAC and its subcommittees. It was decided that Kara Hayes will draft a section of the Questionnaire Subcommittee. Strong Oak will draft a section of the Planning Subcommittee. Susan Jeghelian will draft a section on the ongoing mission/vision of the RJAC and dedicate a portion on Looking Forward as a Committee. The Chairwoman will draft a section on Looking Back and write about presentations that were held in 2020.

5. Writing of the yearly report

Members were giving a deadline of 11/2/2021 to forward their sections of the report to Anjeza Xhemollari. Members could call/e-mail one another on a particular question and collaborate on writing of the report. The second meeting of the Annual Report was scheduled for November 4, 2021 at 10:00am. The meeting was scheduled to be held virtually using Microsoft Teams. Anjeza was tasked with gathering all the sections of the report and imbedding them together.

6. Public Comment (10 minutes)

Brenda and Jill had positive feedback on how the subcommittee decided to draft the annual report.

7. Public Comment and Open Session for Topics not Reasonably Anticipated within 48 hours of the Meeting

N/A

8. Adjourn

Meeting ended at 10:45am.